

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 512

Minutes of the Regular Board Meeting of Thursday, March 11, 1976

CALL TO ORDER:

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairperson Munson on Thursday, March 11, 1976, at 8:05 p.m., in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL:

Present: Members William A. Kelly, Shirley Munson, Robert Moats, Jessalyn Nicklas, Robert Rausch, Judith Troehler, Natalie Weber, and Student Member Anthony Havener.

Absent: None

Also present: Robert E. Lahti, John Birkholz, Frank Borelli, Pat Bourke, Frank Christensen, Don Collins, Robert Cormack, Anton A. Dolejs, George Dorner, Charles DuBois, Charles Falk, Guerin Fischer, John Gelch, Jean Goodling, Robert Hughes, Fred Inden, John Januszko, K. E. Jauch, W. Klingenberg, C. Patrick Lewis, Dave Macaulay, W. J. Mann, Liz McKay, Don Mistic, William Nelson, Mike Oester, John Pageler, Joann Powell, Gary Rankin, Henry Roepken, D. Stansbury, Cal Stockman, Elaine Stoermer, Gil Tierney, Robert W. Tysl, Christy Veath, W. E. Von Mayr, John White, Dave Williams--Harper College; Frank M. Hines--Board Attorney; Bruce Edward Donnelly, Robin S. Turpin and Carol Tvrdy--Harper Students; Roberta Olsta--The Trib; Gerry Anderson--League of Women Voters; Kathryn Z. Heffernan, Barton-Aschman Associates; and Beth Macaulay and Carole D. Rausch.

MINUTES:

Member Kelly moved, Member Havener seconded, acceptance of the minutes of the special Board meeting of February 11, 1976, as distributed. Motion carried.

CITIZEN
PARTICIPATION:

None.

FACULTY SENATE
REPORT:

David Macaulay, President of the Faculty Senate, stated he had no report, and thanked the Board for the opportunity to speak.

DISBURSEMENTS:
Bills Payable

Member Nicklas moved, Member Troehler seconded, approval of the bills payable of March 11, 1976, as follows:

Educational Fund	\$220,174.83
Building Fund	151,993.79
Site & Construction Fund	16,916.90
Auxiliary Fund	102,791.58

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Munson, Moats, Nicklas, Rausch, Troehler and Weber

Nays: None

Motion carried.

DISBURSEMENTS:

Dr. Mann answered several questions on bills payable raised by members of the Board at the previous meeting and distributed written information on these questions.

Payrolls

Member Kelly moved, Member Nicklas seconded, approval of the payroll of February 15, 1976, in the amount of \$394,848.75; the payroll of February 29, 1976, in the amount of \$394,957.94; and the estimated payroll of March 1, 1976 through April 30, 1976, in the amount of \$1,591,460.48.

Upon roll call, the vote was as follows:

- Ayes: Members Kelly, Munson, Moats, Nicklas, Rausch, Troehler and Weber
- Nays: None

Motion carried.

Financial Statements

There were no questions on the financial statements.

Budget Transfers

Member Troehler moved, Member Nicklas seconded, approval of the budget transfers in Exhibit VI-E(1) in the Educational Fund in the amount of \$75,750.00. (Copy of Exhibit VI-E(1) attached to the minutes in the Board of Trustees' Official Book of Minutes.)

In the discussion which followed, Member Rausch requested that the Internal Auditor's job description be provided the Board and also a schedule of his duties. Dr. Mann stated these could be provided. Dr. Lahti questioned distributing the schedule of audits in advance; however, audit reports would go to the Board.

Upon roll call, the vote was as follows:

- Ayes: Members Kelly, Munson, Moats, Nicklas, Rausch, Troehler and Weber
- Nays: None

Motion carried.

Member Troehler moved, Member Nicklas seconded, approval of the Auxillary Fund budget transfers in Exhibit VI-E(2) in the amount of \$39.00 (copy of Ex. VI-E(2) attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

- Ayes: Members Kelly, Munson, Moats, Nicklas, Rausch, Troehler and Weber
- Nays: None

Motion carried.

DISBURSEMENTS:

Bid Awards

Member Nicklas moved, Member Rausch seconded, approval of the following bid awards in Exhibit VI-F1 through F11:

- F1 The issuing of a change order increasing Purchase Order D-2289 from \$2,000.00 to a new total of \$4,000.00 for Northwest Clean Towel, due to increase of usage by Food Service.
- F2 Award bid request Q-4397 for a football scoreboard to Nissen Co., as low bidder, in the amount of \$4,450.00.
- F3 Award bid request Q-4398 for a prefabricated pressbox to be erected on the west grandstand at the football field to the Jack Elrod Co., as low bidder, in the amount of \$6,499.00.
- F4 Award a purchase order covering the labor and material for the annual servicing of the six Carrier centrifical air conditioning units to Carrier Air Conditioning Co., in the amount of \$5,494.00.
- F5 Award bid request Q-4423 for purchase and installation of gutters for Building "D" knuckle, Building "D" addition, and Building "P" to the James Mansfield & Sons Co., as low bidder, in the amount of \$3,950.00.
- F6 Award bid request Q-4394 for floor tile to be used in "D" Building to Mt. Prospect Coloramic Co., as low bidder, in the amount of \$5,040.00.
- F7 Award bid request Q-4415 for various electronic equipment for use in the Engineering Program to the Tektronix, Inc., Co., as low bidder, in the amount of \$4,384.55.
- F8 Award a purchase order for 1976 Dodge Dart for use by the Campus Safety Dept. to Grand Spaulding Dodge of Chicago, in accordance with state contract #148001, in the amount of \$3,025.00.
- F9 Award bid request Q-4426 for the printing of Harpar College Summer 1976 Course Schedule to the Park Press, as low bidder, in the amount of \$4,593.00.
- F10 Issue a change order increasing Railton purchase order D-1826 from \$4,000.00 to a new total of \$8,000.00 due to increased usage of various items by the Food Service Department.

DISBURSEMENTS:
Bid Awards
(cont.)

F11 Award bid request Q-4428 for duplicator (spirit) paper for use by the Central Store Division of the College Bookstore to Graphic Paper Co., as low bidder, in the amount of \$6,275.00.

Member Kelly asked about the disposal of used vehicles. Dr. Mann stated the procedure is in the manual, the disposal is done through bid situation. He discussed the disposal of typewriters, stating the college does better by selling them than trading them in. They are turned over to the Bookstore, and notifications are sent out that bids will be accepted. Minimums are set on starting bids and the typewriters are sold based on the highest bids.

Upon roll call, the vote was as follows:

- Ayes: Members Kelly, Munson, Moats, Nicklas, Rausch, Troehler and Webers
- Nays: None

Motion carried.

COMMUNICATIONS:

There were none.

UNFINISHED BUSINESS:

Member Nicklas moved the following resolution regarding supplemental funding for fiscal year 1976 for the Public Community Colleges of Illinois. Member Troehler seconded.

WHEREAS the public community colleges of Illinois presently enroll more than one-half of all persons enrolled in public higher education in the State; and

WHEREAS the commitment of the State, as recommended in the Illinois Board of Higher Education Master Plan Phase I (1964) for 50% state funding of the public community colleges has not been met; creating the need for the local district boards to increase tuition rates, in some instances comparable to, or higher than, those of the public senior universities; and

WHEREAS the public community colleges of Illinois are currently facing serious financial problems due, for the most part, to extremely rapid growth in enrollments experienced during fiscal year 1976; and

WHEREAS the State has not provided funds to adequately fund these enrollment increases; and

WHEREAS William Rainey Harper College, District #512, has experienced an enrollment growth of 26% and will receive a lower per semester hour rate resulting in an estimated dollar loss of approximately \$500,000 in fiscal year 1976 (even with deficiency or supplemental appropriations) and contemplate increasing tuition \$1.00 this fiscal year and has no additional local taxing authorization; now, therefore;

UNFINISHED
BUSINESS: (cont.)

BE IT RESOLVED that the Board of Trustees of William Rainey Harper College, District #512, requests the members of the Illinois General Assembly to enact legislation in the 1976 session granting a supplemental appropriation to the community colleges for the 30,000 additional full-time-equivalent students enrolled in fiscal year 1976. It is further requested that Senator John A. Graham and/or Senator David J. Regner join Senator Terry L. Bruce in co-sponsorship of SB 1519 addressing the matter of community college deficiency.

Member Nicklas stated it is hoped to get this to the legislature in time so that, if they pass it, there is time enough for an over-ride if the governor should veto it.

A voice vote was called for and the motion carried unanimously.

**Board Committee
Reports--Public
Relations**

Member Weber, Chairperson of the Public Relations Committee, reported the new College Relations Program was ready, and distributed copies of the new booklet to the Board. Member Weber thanked Mr. Lewis and his staff for their hard work.

**--Negotiating
Committee**

Member Robert Rausch, Chairperson of the Negotiating Committee read the following report:

"I would like to report to the Board in regard to the negotiations with the faculty. To date, there have been six meetings with the faculty team; January 12, 20, 26, February 9, March 1 and 7.

"On January 28, the Faculty Senate filed suit against the Board. This suit was dismissed on February 4 and refiled February 6, as two separate actions. We found out about this during our meeting on February 9. The actions came to a hearing on February 20. The first action asked that we be held in contempt of last year's ruling about salaries because we passed new ranges at the December Board meeting. We would have been in contempt if we had reduced current salaries, an action we neither contemplated nor took. This action was continued to March 24 because I offered to introduce a resolution affirming our intent not to reduce any faculty salaries as a result of action on new salary ranges in December. The other action was completely dismissed. According to our legal counsel, the meaning of the court's dismissal is as follows:

1. That the Board can determine what it will bargain and if it will bargain, and when it will bargain.
2. That the Board is not obligated to discuss a step system.

UNFINISHED

BUSINESS:

Board Committee
Reports--
Negotiating
Committee (cont.)

3. That the faculty's attempt to make the Board negotiate their proposal was denied by the Court.
4. That the faculty's contention they were entitled to a counter-offer was rejected by the Court.

"In addition, the Illinois statutes specifically:

- Authorize the Board the right to establish salary ranges.
- State that the Board has the duty and the right to fix teachers' salaries.

"Immediately after the hearing, we requested the faculty team to prepare a proposal within the scope of the agreement and requested meetings on February 27, 28, 29, March 1, and 2 to enable both sides to reach a speedy agreement. Such a proposal was presented on March 1. It was, however, incomplete. This proposal does not and did not contain a percent or dollar figure as a proposed increase to salaries. Three months after starting negotiations, we still do not have a proposed figure to negotiate about. A meeting was held on March 7, during which the faculty indicated that they did not have the information needed to present a demand for increase in salaries.

"The Board team had hoped that after three months, the faculty team would be able to present a complete proposal, one which for the first time encompassed the faculty demands for increase in salary. It was very disappointing that the faculty team did not present such demands. It must be emphasized that the Board team cannot engage in meaningful negotiations until it has all the elements of the faculty proposal in hand. It would be impossible to negotiate a package on salaries and monetary fringe benefits while we do not yet have the salary increase demands to be made on behalf of the faculty. The Board and its team have consistently requested that a proposal be given as a basis for negotiations. This request was first made in November, reiterated in December and at every meeting with the faculty since January 12. The request in late February for personal history data and identification of individual salaries by name are not within the scope of the agreement. And yet, this is what the faculty team stated on February 17, two and one-half months after its appointment, was essential for their proposal. We have supplied the faculty team with salary information customarily given to the Senate negotiating team. This is the same information previous faculty teams have found sufficient. Indeed, if information not ordinarily included had been deemed necessary by the faculty team, they should have gathered it from the faculty back in November. It was on November 25, you will recall,

UNFINISHED

BUSINESS:

Board Committee
Reports--
Negotiating
Committee (cont.)

"that the Faculty Senate's president had informed us that the faculty team was organized and ready to begin negotiations.

"The faculty team has been advised of a target date of April 1, by which time negotiations must be substantially concluded. I have also advised the faculty team that, failing substantial agreement by that date, the Board team would withdraw from negotiations and report to the Board so that the Board can decide how best to meet its legal obligation to decide on salaries for next year. This target date was established for the following reasons:

1. Negotiations are, at best, a difficult process that can be a waste of human resources. Maximum results are usually achieved when both parties work within a reasonable time frame.
2. Harper College is a complex multi-million dollar enterprise. Salaries are a significant portion of the annual budget (approximately 75%) and of the financial five year plan. Negotiations must be completed on a timely basis to properly plan and develop a budget.
3. Each faculty member is entitled to receive his or her contract as early as practical in order to evaluate personal employment circumstances for the following year.
4. While the faculty salaries are the largest single budget item, negotiations are also conducted with the three other employee groups who form the college staff. These groups desire and deserve a timely settlement of their salaries for next year.

"It is the belief of the Board team that the faculty team has had the necessary information to arrive at a demand for salary increases. It is further the belief of the Board team that no meaningful negotiations can take place until salary increase demands are presented by the faculty team. It is with regret that I have to make this report. Weeks of time, which could have been spent in reaching an agreement, were instead spent discussing items outside the scope of the agreement and waiting for court appearances. The Court has sustained the Board's position and we have not yet received a full proposal from the faculty team. Should one be presented within a reasonable time frame, I hope that, with dedicated effort on both sides, we can meet our target date."

Chairperson Munson thanked Member Rausch for his report.

UNFINISHEDBUSINESS:Board Committee Reports--
Negotiating Committee
(cont.)

Member Kelly questioned if the team felt there were enough elements of good will remaining to continue negotiations, as he felt the Faculty Senate had attempted to override the negotiations by going to the courts. Member Rausch felt the team should be willing to negotiate at least through the Board deadline. He felt they would try to ignore the present circumstances and get on with the job.

--Goals Committee Report

Member Nicklas, Chairperson of the Goals Committee, reviewed the progress of the committee. As mentioned at the last meeting, the goals have been distributed through and worked on by all departments of the college, so everyone is aware of them. Member Nicklas distributed copies of the Goals Report to the Board.

--Policy Manual Review Committee Report

Member Troehler, Chairperson of the Policy Manual Review Committee, reported the revision will be ready for review by the Board Attorney next week, after which a Committee-of-the Whole meeting for the sole purpose of going over the Policy Manual will be scheduled by the end of March. After this meeting, Member Troehler suggested the rules could be waived and the policy changes approved at the April meeting. Chairperson Munson agreed the Board could set aside the rules if such a motion were passed.

--Budget Committee Report

Member Rausch, Chairperson of the Budget Committee, reported the budget is settling down fairly well. There seems to be consensus that the committee would look favorably to an administrative proposal to raise tuition \$1.00 an hour next year. All assumptions to be used for the five-year plan have not yet been settled. The committee will meet again within the next three weeks.

--Representative on Building and Construction Report

Member Moats, Board Representative on Matters of Building and Construction, summarized a status report on construction projects which he distributed to the Board. Buildings G and H are on schedule. Building I is on the agenda of the CDB for March 23. In order to obtain the money for this and other capital projects already authorized but not funded, the State must sell bonds. Building J is in the 1977 appropriation request and there seems to be no apparent obstacle. Member Moats reported the approval of Building M by the CDB seems to be bogged down in committee; for one thing, whether or not they will approve our architect.

In review, Dr. Lahti apprised the Board that Building I was appropriated last year, but the State failed to sell sufficient bonds to allow us to proceed. The college had just learned this and Dr. Lahti stated it had come as a complete surprise. The college is now waiting for a bill to be approved authorizing about 100 million dollars more of bonds, which would include Building I. Dr. Lahti reported he had talked with Mr.

UNFINISHEDBUSINESS:Building and
Construction
Report (cont.)

Glade, Chairman of the CDB, yesterday. Dr. Lahti informed Mr. Glade he was coming to him as chairman because he felt the college had worked through and exhausted all normal channels; to this date they had heard nothing. Mr. Glade informed Dr. Lahti he would be with the Executive Director of the CDB on Friday; if Dr. Lahti contacted him on Saturday, he would advise him specifically of what the action would be on everything being held up because of their failure to approve the joint architectural relationship. Mr. Glade stated he intended to have this on the agenda of the CDB meeting on March 23. Dr. Lahti stated he will contact Mr. Glade on Saturday and stated he believes Mr. Glade is sincerely interested in moving these projects along.

Salaries

Member Rausch moved, Member Troehler seconded, the adoption of the following resolution:

1. That the Board of Trustees neither had nor now does have any intention of reducing current salaries of any individuals on any schedules.
2. That the Board of Trustees affirms its intent not to permit salaries now within proper ranges to exceed those ranges as a result of promotional increases or negotiated salary increases.

David Macaulay questioned if the intent of this motion was to leave salary ranges as set at the December Board meeting and to exceed the salary ranges for several individuals. Member Rausch stated it was to reaffirm the Board's action in December and also stated it was never the Board's intent to reduce salaries.

Upon a voice vote, the motion was carried unanimously.

NEW BUSINESS:Staffing--Resignation

Member Rausch moved, Member Weber seconded, acceptance with regrets of the resignation of Ms. Carol DeBiase, effective May 23, 1976.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Munson, Moats, Nicklas,
Rausch, Troehler and Weber

Nays: None

Motion carried.

Promotions

Chairperson Munson recognized David Macaulay, President of the Faculty Senate, for his comments. Mr. Macaulay stated first he had been hoping for a response to the letter he sent the Board shortly after the last Board meeting. This letter addressed the issue of rank quotas and their effect on the quality of teaching at

NEW BUSINESS:Promotions

(cont.)

Harper. Secondly, he spoke of the exhibit on promotions. He questioned if the Board had received all four sets of recommendations required by policy. He spoke of the discrepancies in the past, where policy was not followed and read from a memo to Dr. Birkholz dated 3/26/75. Mr. Macaulay pointed out this was the second year that no instructors would be promoted. He disagreed with the percentages by rank in the exhibit, as he stated they did not include the new faculty; last year he stated the new faculty had been included. He referred to the figures he had sent the Board, stating these would be the actual percentages in each rank as of August, 1976, if the Board adopted the administration's recommendation.

Chairperson Munson reported the Board had received all recommendations at all levels the past month. On behalf of the Board, she responded to Mr. Macaulay's letter and read the following:

"Harper College salaries have traditionally ranked in the upper 10%-20% of academic salaries nationally by the AAUP. This ranking applies to all ranks, but is also true if Harper salaries are compared to salary schedule types of salary administration.

"Over the past five years, exclusive of promotional increments, continuing faculty have enjoyed the following increases in salary:

	<u>1971-1975 Cumulative</u>
1975 - Average - \$1,583 = 9.7%	134.28%
1974 - Average - 1,375 = 9.3%	122.41%
1973 - Average - 721 = 5.2%	117.80%
1972 - Average - 650 = 4.83%	112.00%
1971 - Average = 879 = 6.83%	106.83%

"These increases, it must be remembered, are in every instance higher than the national average reported by the AAUP, and have averaged in the top three or four in Illinois every year.

"Harper College is right in step with higher education. Out of 1,548 institutions included in the 1974-75 AAUP survey, only 293, or 19%, have the schedule type of salary administration recommended by the faculty.

"Since the inception of the college, 118 promotions have been awarded. This represents 60% of the existing 1975-76 faculty. The Board accepts the fact that faculty pressure for promotions are closely related to monetary benefits associated with it.

"It appears that the faculty may be interested in obtaining a primary and secondary school salary administration program while at the same time demanding the freedom and privileges associated with higher education collegiality. We cite your desire for automatic salary increases and promotion,

NEW BUSINESS:Promotions
(cont.)

"regardless of performance, while enjoying a lesser teaching load and all other freedoms generally attributed to higher education institutions.

"Rules evolve generally from a perceived need. It is important for the Board to remember that the Promotions Committee recommended 57 out of 59 candidates. Seven of the 57 recommended did not meet the minimum criteria established for the rank to which they aspired. Fifty-seven of 59 is hardly the kind of screening the Board would expect from a faculty committee.

"Promotions in higher education are generally awarded on the basis of performance, specified criteria, and availability of an opening. There are few, if any automatic promotions in higher education, no more than there are automatic promotions in the business world. Many persons go through their working life without progressing to their desired level.

"An article written by Gordon Kilpatrick, "Academic Rank Criteria in American Junior Colleges," states that academic rank structure is increasing in frequency in American junior colleges. The primary reason is a desire to identify with senior institutions of higher education.

"The American Association of University Professors 1974-75 Salary Survey states that although it is difficult to say that there is a perfect faculty mix, it is important to achieve a balance among the ranks. That survey showed that for all public two year colleges reporting, the distribution of ranks was:

	A.A.U.P. <u>Study</u>	March 1976 <u>Harper College</u>
Professor	11.5%	9.7%
Associate Professor	22%	24.5%
Assistant Professor	38.9%	31.1%
Instructor	27.6%	34.7%

"In the study reported by the A.A.U.P., 217 out of 510, or 43% of the colleges have academic rank. I believe the Harper Board's position is reasonable and proper when looking at all the facts."

Member Rausch moved, Member Troehler seconded, the following promotions in rank be granted:

From Associate Instructor to Instructor:

Ms. Sharrie Hildebrandt

From Assistant Professor to Associate Professor:

Dr. James Arnesen
Dr. Gene Kimmel
Dr. William Nelson
Mr. Robert Nolan
Ms. Joyce Nolen

NEW BUSINESS:
Promotions
(cont.)

From Asst. Professor to Assoc. Professor (cont.)

Mr. William Punkay
Ms. Darlene Stewart
Mr. Jack Tippens

From Associate Professor to Professor

Mr. Larry King
Mr. Michael Ostrowski
Mr. Robert Powell
Mr. Meyer Rudoff
Dr. Donald Sedik
Dr. J. Robert Tillotson

Each faculty member who is awarded a promotion and for whom a 10 percent increase in said faculty member's contracted 1975-1976 salary would not be in excess of the applicable salary range adopted by the Board of Trustees on December 11, 1975, as set forth in Section 3.2.1.A of the Board Policy, shall receive a 10 percent increase in the contracted 1975-76 salary.

Each faculty member who is awarded a promotion and for whom a 10 percent increase in said faculty member's contracted 1975-1976 salary would be in excess of the applicable salary range adopted by the Board of Trustees on December 11, 1975 and set forth in Section 3.2.1.A of the Board Policy, shall receive a salary increase which when added to said faculty member's contracted 1975-1976 salary equals the applicable salary range maximum.

The faculty is also charged by the Board of Trustees to refine the specific criteria for admission to and performance in a given rank prior to September 1, 1976.

Member Weber questioned if the 10 percent increase was a standard increase. In light of the questionable status of the budget in the coming year, she felt this was quite high. Member Nicklas pointed out this is not automatic or policy. She stated it is the Board's pleasure each year in reviewing the budget to determine the increase. Dr. Lahti affirmed that according to Board policy this is reviewed annually and the Board acts at their own discretion; it is not to be misread as automatic.

Member Kelly stated that traditionally it has been the policy of the Board to give its warmest congratulations to the people who have earned promotions. On behalf of the Board, Chairperson Munson extended warm congratulations to the promoted faculty.

NEW BUSINESS:
Promotions
(cont.)

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,
Rausch, Troehler and Weber

Nays: None

Motion carried.

In further discussion, Chairperson Munson reported that because so many questions had been raised last year by the faculty, she had followed through on all these promotions in the administration office. She was very satisfied that fair treatment had been given and that the policy manual was followed. Dr. Birkholz stated he would be pleased to meet in his office with Mr. Macaulay regarding his communication on inconsistencies. Dr. Lahti felt the inference that various administrators in the college are manipulating information needs to be clarified. He pointed out the Board makes policy and the administration carries it out. If there are violations, the administration stands ready to be challenged and corrected. Dr. Lahti felt Dr. Birkholz's suggestion on meeting with Mr. Macaulay was the most appropriate action. It was agreed the Board would receive a report of this meeting.

Member Rausch made a point of clarification with regard to the resolution previously adopted on salaries. He stated the college has salary ranges and, if certain individuals are above those ranges, they are fortunate; their salaries will not be rolled back. Dr. Lahti added if Mr. Macaulay had any further questions he could meet with Mr. Von Mayr for further clarification.

Appointment of
Auditors

Member Troehler moved, Member Nicklas seconded, that Ernst & Ernst be appointed auditors for the 1975-76 fiscal year at an estimated fee of \$14,500.00 for the audit of the financial statements, an estimated fee of \$2,000.00 for examination of the state apportionment claim, or a total estimated fee of \$16,500.00.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,
Rausch, Troehler and Weber

Nays: None

Motion carried.

Election
Resolution

Member Kelly moved, Member Weber seconded, the adoption of the attached resolution relative to the calling of the annual Board of Trustee election to be held on April 10, 1976, for the use of affidavits

NEW BUSINESS:

**Election
Resolution
(cont.)**

in lieu of poll lists and poll books, for the establishment of precincts and polling places, and for the publishing of notice of said election. (Copy of resolution attached in Exhibit IX-D to minutes in the Board of Trustees' Official Book of Minutes.)

It was agreed that a list of the polling places would be sent to the Village Halls within the college district.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,
Rausch, Troehler and Weber
Nays: None

Motion carried.

**Five-Year
Plan, Career
Education**

Chairperson Munson stated an informal meeting of the Board was planned to review the Five-Year Plan. Dr. Lahti suggested meeting on March 24.

**District
Population
Study
Up-date**

Member Webers moved, Member Nicklas seconded, the appointment of Real Estate Research Corporation to develop new population projections for William Rainey Harper College District #512 at a contracted fee not to exceed \$6,500.00, plus out-of-pocket expenses.

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,
Rausch, Troehler and Weber
Nays: None

Motion carried.

**Traffic
Survey**

Member Troehler moved, Member Kelly seconded, the acceptance of the traffic study, the installation of of electric traffic control signals at the Algonquin Road entrance, and the commission to Barton Aschman Associates to prepare Phase IV of their proposal to prepare plans and specifications for the traffic signal installation at the Algonquin Road entrance to the campus in accord with Illinois Department of Transportation criteria.

Mr. Hughes presented Ms. Kathyne Heffernan, engineer with Barton Aschman Associates. Ms. Heffernan pointed out that basically the college's primary problem is access at Algonquin Road. The signal will help but it is not a cure-all. There still will be a delay in the peak hours, but it will replace the manual control. Ms. Heffernan answered several questions raised by the Board and informed them the Phase IV report would be available in about three or four weeks.

NEW BUSINESS:
Traffic
Survey (cont.)

Upon roll call, the vote was as follows:

Ayes: Members Kelly, Moats, Munson, Nicklas,
Rausch, Troehler and Weber

Nays: None

Motion carried.

Joint
Services
Program

Member Weber moved, Member Havener seconded, that the resolution attached in Ex. IX-H be adopted to participate in the Joint Service Program for Meeting Tax Objections. (Ex. IX-H attached to the minutes in the Board of Trustees' Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Moats Munson, Nicklas, Rausch,
Troehler and Weber

Nays: None

Abstained: Member Kelly (on the remote possibility of conflict of interests)

Motion carried.

PRESIDENT'S
REPORT:
Distinguished
Teacher Award

In response to Chairperson Munson's request, Member Nicklas volunteered to serve as the Board representative on the committee to select someone for the Distinguished Teacher Award.

Staffing
Progress
Report

Dr. Lahti called on Dr. Birkholz and Mr. Von Mayr for a staffing progress report. Dr. Birkholz stated the market appears to be very favorable and requested a more detailed report from Mr. Von Mayr. Mr. Von Mayr reported that at this point the college has 22 vacancies. At this date, 1,375 applications have been received, 900 applications have been mailed out, and 395 have been received back; 450 regret letters have been sent out to those people who did not meet the minimum qualifications. Mr. Von Mayr stated it would be well into May before the whole procedure is completed.

Dr. Lahti referred to the success of some of the seminars in recent weeks and requested Mr. Stockman, Dean of Continuing Education, report on enrollment. Mr. Stockman discussed two seminars held the past week-end; one held for the dietetic people in the area had an enrollment of about 192, and the other one on cleft palate had an enrollment of 55 to 60 people. Dr. Lahti pointed out these would be classified as consumer oriented professional up-grading courses.

At Dr. Lahti's request, Liz McKay reported on the Health Fair to be held on March 17 at the college. She stated about 50 organizations would be coming out to exhibit. Dr. Lahti stated this is the third year the Health Fair will be held. Last year about 700 attended. Dr. Lahti distributed the Health Fair brochure to the Board.

ADJOURNMENT:

Member Rausch moved, Member Havener seconded, that the meeting be adjourned at 9:45 p.m. Motion carried and the meeting was adjourned.

Chairperson Shirley Munson

Secretary Judith Troehler